

WEST GOSHEN SEWER AUTHORITY
REGULAR MEETING
March 3, 2021
7:00 PM

The regular meeting of the West Goshen Sewer Authority was held on Wednesday, March 3, 2021 as a Video/Teleconference due to the COVID-19 Emergency Declaration that prevented an in-person Public Meeting. Those participating in the conference call were:

Authority

Theodore Murphy
Tina Smith
Walt Wills
Shaun Walsh
Phil Corvo

UTBF

Ryan Jennings

Administration

Casey Lalonde
Mike Moffa
Dave Woodward

HRG

Josh Fox

1. The regular meeting of the Authority was called to order at 7:04 PM by Chair, Ted Murphy.
 2. Ted Murphy performed a roll call of the Sewer Authority Board members, Township staff, professional services participants and attendees from the public.
 3. The Authority meeting minutes for the regular meeting of February 3, 2021 and the special meeting of February 11 were motioned for approval by Tina Smith. Seconded by Phil Corvo. Approved 5-0.
 4. Ted Murphy announced:
 - a) Procedures for the video/teleconference were included in the agenda posted to the Township website. Public meetings via video/teleconference are permitted and preferred during a pandemic period where public health concerns make an in-person public meeting undesirable.
 - b) A status report to EPA and DRN, required by the TMDL Settlement Agreement, was filed with the parties on February 26, 2021.
 - c) An informal meeting was held on February 18, 2021 between the Sewer Authority, West Goshen Township and the Borough of West Chester to discuss potential cooperative ventures with the two treatment plants discharging to Goose Creek. Shaun Walsh provided a recap of the meeting held with West Chester Borough and West Goshen staff. The current capacity of the West Goshen Treatment Plant is the main barrier to achieving consolidation of facilities. The best approach to address this constraint would be to reduce the system Inflow & Infiltration (I&I) that can cause peak flow volumes to increase by >50%. No further meetings are planned.
 - d) Next regular meeting is April 7, 2021 at 7:00 PM. Location to be determined
- Walt Wills announced that for the April meeting we will perform a formal review of Q1 2021 budget performance and projected YE spend. **ACTION: Ted Murphy** to include on the April meeting agenda
- Open Actions are:
- a) Josh Fox is seeking a proposal for a coatings expert to review the digester coating failure. Photos of the damage have been provided to a potential consultant. (October Meeting Minutes – Item #8a). **OPEN**

- b) Walt Wills to rerun the Funding Model Analysis with the revised CIP data and discuss results with Christine Riffey/James Meyer, (February 11th Meeting Minutes – Item #4d). **OPEN**
 - c) Ted Murphy to include a Board review of the By-laws and Financial Policies at the April meeting. (February 11th Meeting Minutes – Item #5c). **OPEN**
 - d) Josh Fox & Mike Moffa to revise the Standard Sewer Specifications by Year End. (February Meeting Minutes – Item #5d). **OPEN**
5. Solicitor’s Report dated March 3, 2021 was presented by Ryan Jennings.
- a) Woodlands at Greystone
 UTBF are now in receipt of the Developer’s documents pertaining to Sanitary Sewer Improvements in Phase II of the Woodlands at Greystone Development. These documents were transmitted to UTBF on February 17th, and include the: (i) Sanitary Sewer Construction Agreement; (ii) Deed of Rights-of-Way; (iii) Consents and Subordination to the Deed of Rights-of-Way; and (iv) Performance Bond (in the amount of \$139,969.79). Ryan is awaiting confirmation that the Developer’s sewer review escrow account has been replenished and all related issues resolved. It is expected these documents will be presented for Authority approval at the regular April meeting.
 - b) 504 S. Concord Road Subdivision (former Boy Scout property)
 Nothing new to report this month.
 - c) Goshen Walk
 Following approval of the fee schedule by HRG, the Applicant was provided with the WGSA form for the Sanitary Sewer Construction Agreement, along with Letter of Credit-related details. Since that time, the requisite Development documentation was completed, reviewed, and approved by the Solicitor. Specifically, the Development documents include the: (i) Sanitary Sewer Construction Agreement; (ii) Irrevocable Letter of Credit (issued by Victory Bank); and (iii) Sanitary Sewer Escrow Summary. Ryan recommended the acceptance and approval of the Sanitary Sewer Construction Agreement, including all identified, associated documents.
 Ted Murphy motioned to authorize the acceptance and execution of the Sanitary Sewer Construction Agreement, secured by Irrevocable Letter of Credit in the amount of \$91,128.85, between FPR Development LLC, Victory Bank, and the West Goshen Sewer Authority dated February 17, 2021. Seconded by Tina Smith. Approved 5-0
 - d) Reserve at West Goshen
 This matter requires that a sewer main be dedicated to the Authority, and that a Maintenance Agreement be executed in conjunction with the dedication. The project’s Construction Agreement requires the sewer line be dedicated after final construction. On February 16th, Mike Moffa confirmed that the requisite testing was completed, and the reviewed and finalized Maintenance and Transfer Agreements were provided to the Developer. The Township is in receipt of the required 15% security (totaling \$16,355.78) for maintenance-associated costs. The partially-executed Maintenance and Transfer Agreements were provided to the Authority with the Solicitors report. Mike and Ryan recommended the acceptance and approval of the Agreements.
 Ted Murphy motioned to authorize the acceptance and execution of the Maintenance Agreement between Iacobucci W. Goshen, LLC and the West Goshen Sewer Authority, dated February 22, 2021. Seconded by Phil Corvo. Approved 5-0
 Shaun Walsh motioned to adopt Authority Resolution No. 2021-3, as prepared by the Authority’s Solicitor, for the approval and acceptance of the Transfer of Ownership of Pipelines in Rights-of-Way Agreement between Iacobucci W. Goshen, LLC (Grantor)

and the West Goshen Sewer Authority (Grantee), dated February 22, 2021. Seconded by Phil Corvo. Approved 5-0

e) Right-to-Know Request

During this reporting cycle, UTBF received one Pennsylvania Right-to-Know Law Request. The Request came from Michael MacCall, P.E. of Ingram Engineering Services, Inc. In coordination with Mike Moffa, HRG, and Shaun Walsh the request was promptly satisfied.

6. Wastewater Superintendent Report for the month of February, 2021 was presented by Mike Moffa.

a) The treatment plant operated in compliance with the NPDES permit for February. Treated 143.7 million gallons of wastewater. Average of 5.13 mgpd.

Pressed for disposal approx. 251 tons of dewatered sludge.

Average Total Phosphorous discharge concentration = 0.78 mg/L.

b) Mike recommended the Authority proceed with purchase of a replacement Waste Activated Sludge Pump drive in the amount of \$9,412.00. During scheduled maintenance and rebuild it was determined that the 20-year old pump drive had multiple issues and replacement was warranted. A typical drive life is 8 to 13 years. As this purchase was not specifically identified in the capital budget, it will fall under Miscellaneous Capital Improvements, which has a \$75,000 budget allocation. Tina Smith motioned to approve purchase of a new WAS pump drive in the amount of \$9,412.00. Seconded by Phil Corvo. Approved 5-0.

7. The Treasurers Report dated March 3, 2021 was presented by Walt Wills (See report for details).

a) Walt Wills motioned to approve as Requisition #567 from the Bond Construction Fund Application for Payment No. 12 for Contract 19-1 (WWTP Phase 2 - General Contract) to Blooming Glen Contractors, Inc. in the amount of \$171,760.55 for work completed through February 22, 2021. Seconded by Phil Corvo. Approved 5-0.

b) Walt Wills motioned to approve as Requisition #564 & #565 from the Bond Construction Fund Application for Payment No. 6 for Contract 19-2 (WWTP Phase 2 - Electrical Contract) to Brendan Stanton, Inc. in the amount of \$70,150.64 for work completed through February 20, 2021. Seconded by Shaun Walsh. Approved 5-0.

c) Walt Wills motioned to approve as Requisition #568 from the Bond Construction Fund Application for Payment No. 6 for Contract TD-1 (Trinity Drive Pump Station Improvements - General Contract) to PSI Pumping Solutions, Inc. in the amount of \$86,631.97 for work completed through February 11, 2021. Seconded by Phil Corvo. Approved 5-0.

d) Walt Wills motioned to approve as Requisition #562 from the Bond Construction Fund Application for Payment No. 3 for Contract TD-2 (Trinity Drive Pump Station Improvements - Electrical Contract) to MJF Electrical Contracting, Inc. in the amount of \$4,050.00 for work completed through February 11, 2021, ***with payment contingent upon receipt of a project schedule acceptable to the Authority's Engineer.*** Seconded by Ted Murphy. Approved 5-0.

e) Walt Wills motioned to approve as Requisition #566 from the Bond Construction Fund Application for Payment No. 2 for Contract WWTP-20-1 (Aeration Basin Improvement Project - General Contract) to CUICK Precision Solutions in the amount of \$42,593.40 for work completed through February 22, 2021. Seconded by Phil Corvo. Approved 5-0.

- f) Walt Wills motioned to approve as Requisition #563 from the Bond Construction Fund Application for Payment No. 1 for Contract WWTP-20-2 (Aeration Basin Improvement Project - Electrical Contract) to MJF Electrical Contracting, Inc. in the amount of \$5,760.00 for work completed through February 11, 2021, ***with payment contingent upon receipt of a project schedule acceptable to the Authority's Engineer.*** Seconded by Phil Corvo. Approved 5-0.
 - g) Walt Wills motioned to approve for payment as listed on the Treasurers Report, Requisitions #561, #569 and #570 from the Bond Construction Fund in the total amount of \$527,574; Tapping Fee Fund Requisitions #2042 through #2046 in the total amount of \$35,218.14; and Developer's Invoices (2) in the total amount of \$520.00. Seconded by Phil Corvo. Approved 5-0.
8. Engineers Report, dated February 26, 2021 was presented by Josh Fox (See report for details).
 9. Developers Activity Report, dated February 26, 2021 was presented by Josh Fox (See report for details).
 Josh reported that drawings have been received from the engineer for the Woodlands at Greystone development for the project to increase the size of the Authority's sewer main on Andrews Drive. The drawings are being reviewed by HRG. HRG has advised the developer that this project will require a DEP WQM Part II Permit. Josh stated that given a likely 6-month permit review process with the state agency, he believes the overall project schedule is unlikely to achieve the target date of February 2022 construction completion as contemplated in the 2018 Settlement Agreement between the Authority and the Developer. The Authority should discuss the proposed project schedule with the Developer to address the potential delay. **ACTION: Ted Murphy** to agenda the issue after design review by HRG is complete and invite Ray Grochowski, the Developers Project Manager, to attend and present the project timeline.
 10. The Westtown Way Stream Restoration Project agenda item was tabled because a property owner impacted by the project has recently contacted the Township with a matter that requires resolution before the project can be fully defined. The topic can be revisited at the April or May meeting of the Authority.
 11. Any Other Business:
 - a) Ted Murphy requested Casey Lalonde to continue the search for an executed copy of the By-laws.
 - b) Walt Wills introduced the subject of a Township Sanitary Sewer Lateral Inspection Ordinance and Home Inspections intended to detect inappropriate stormwater/heating system condensate drain connections into a Sanitary Sewer system. He referenced his recent experience with selling a property in Upper St. Clair Township, PA that required the seller to perform and pass a sewer lateral inspection before sale closing could occur. The Authority members discussed the concept and the consensus was that these measures would be a good approach to start addressing the problem of private property contributions to I&I, since it is considered that in the order of 50% of I&I comes from private property and 50% from the public collection system. Tina Smith raised the question of how inspection of all properties could be performed and at what frequency, as additional inspection measures would be required to accelerate an I&I reduction. The Authority members continued to debate the topic. The conclusion reached was to focus on an initial approach of using a) A property sale

inspection ordinance for both sewer laterals and inappropriate home connections and b) Building permit inspections to also check for inappropriate home connections, which would over a couple of decades have a significant impact on reducing I&I. Resident Margie Swart pointed out the dissatisfaction a property owner would have if an inspection revealed problems with inappropriate connections to the sanitary sewer that were the result of previously being overlooked by Township inspection on new construction, or by a previous owners modifications.

The Authority agreed to advance the idea by gathering information on existing ordinances at different Townships, how the lateral inspection process could be performed by licensed, certified contractors, and an assessment of what overall benefits could accrue over time. The information collected would be reviewed at the May meeting of the Authority with the intention of presenting an Ordinance recommendation to the West Goshen Board of Supervisors later in the summer.

ACTION: Authority Members

- c) Josh Fox advised that he had just forwarded to the Board an email from Adrienne Vicari at HRG advising the Authority that a reassessment of Tapping Fees was recommended in approx. 3 years time.
- d) Ted Murphy advised that he has requested Casey Lalonde and Ryan Jennings to provide a copy of the Agreement between the Authority and West Goshen Township for the purposes of conducting a review of the Agreement. However, the Authority members could not recall whether an assessment had been performed during the 2017 Bond Issuance and requested Casey and Ryan to determine the most recent version of the Agreement. **ACTION: Casey Lalonde** to provide the current Agreement.
- e) Tina Smith requested a Board tour of the WWTP in the early summer to review the status of the construction projects. **ACTION: Mike Moffa** to advise a date for a plant tour in June.

Shaun Walsh motioned to adjourn the meeting at 9:13 PM, seconded by Tina Smith.
Approved 5-0.

Respectfully submitted,

Shaun Walsh,
Secretary